



CITY OF DOVER

DOVER'S 400TH ANNIVERSARY COMMITTEE MINUTES

Meeting Type: Regular Session
Meeting Location: City Hall- Second Floor Conference Room
Meeting Date: **Thursday, May 24, 2018**
Meeting Time: **6:00 pm**

1. CALL TO ORDER

Kevin McEneaney called the meeting to order

Present: Kevin McEneaney Mayor Weston, Deputy Mayor Carrier, Kathleen Morrison, Deborah Ballok, Amelia Evans Brown, Morgan Faustino, Sarah Wheeler, Zachary Koehler, Nicole Paulick

Also present: Media Services Director Gillis, Library Director Beaudoin, and Citizen Hayley Harmon

2. APPROVAL OF MINUTES

A Scribner's error was discovered in the spelling of the last name of Chair McEneaney.

Mayor Weston motioned to approve the minutes; seconded by Deputy Mayor Carrier.

Vote: unanimous

3. FUNDRAISING

A draft cover letter for soliciting donations was reviewed. A fundraising subcommittee was established and the members are: Mayor Weston, Amelia Evans- Brown, and Morgan Faustino.

4. SOCIAL MEDIA

Media Director Gillis discussed that social media policy and the establishment of administrative privileges. Amelia Evans- Brown and Director Gillis will continue to work on this.

5. PRESS

City emails have been established for most members and a 400th Anniversary email is being created by IT that will point to all of the member's city emails.

6. LOGO

Several different logos were previewed

7. TIMELINE

Discussion ensued about establishing short term and long term timelines.

8. DISCUSS MEETING WITH PORTSMOUTH COMMITTEE

Chair McEneaney will reach out to the Portsmouth Committee

9. GENERAL DISCUSSIONS

Discussed working with local breweries, developing a budget, adding Committee to the green donation envelopes and reaching out to various agencies and groups so that the 400th Anniversary is included in their functions

10. ADJOURN



CITY OF DOVER

DOVER'S 400TH ANNIVERSARY COMMITTEE MINUTES

Meeting Type: Regular Session
Meeting Location: City Hall- Second Floor Conference Room
Meeting Date: **Thursday, May 24, 2018**
Meeting Time: **6:00 pm**

Mayor Weston motioned to adjourn; seconded by Zachary Koehler
Vote: unanimous